

**COMMONWEALTH OF MASSACHUSETTS  
DESIGNER SELECTION BOARD PROJECT CRITERIA**

<b>DSB LIST #</b>	<b>06-14</b>	<b>ITEM #</b>	<b>2</b>	<b>DSB PUBLIC NOTICE DATE</b>	<b>25 October 2006</b>
-------------------	--------------	---------------	----------	-------------------------------	------------------------

**LAST DATE FOR FILING APPLICATION IS: 15 November 2006 at 2:00 PM**

**The Board recommends applications to be submitted by any of the following firms:**

( **X** ) Architect ( ) Engineer  
( **X** ) Architect/Engineer (A/E) ( ) Other:

PROJECT NUMBER: **SQM07-2**

PROJECT TITLE: **Renovations and Repairs for Military Division Facilities**

PROJECT LOCATION: **Statewide**

AWARDING AGENCY: **Massachusetts Military Division**

APPROPRIATION SOURCE: **Capital Outlay**

AVAILABLE AMOUNT: N/A

ESTIMATED CONSTRUCTION COST: **N/A**

**TOTAL FEE**, excluding reimbursables, based on scopes of work and services authorized, shall not exceed:

X	) Lump sum established set fee per C.7, §38G(a)	250,000	Dollars
---	---	---------	---------

**IMMEDIATE SERVICES AUTHORIZED:**

**X ) CERTIFIABLE BUILDING STUDY**  
(

**X ) SCHEMATIC PLANS AND OUTLINE SPECIFICATIONS**

**X ) DESIGN DEVELOPMENT PLANS AND SPECIFICATIONS**  
(

**X ) CONSTRUCTION PLANS AND SPECIFICATIONS**  
(

**X ) ADMINISTRATION OF CONSTRUCTION CONTRACT**  
(

( ) OTHER

**MBE/WBE PARTICIPATION:**

In accordance with Executive Order #390, the Awarding Authority has established minimum goals of 8% MBE participation and 4% WBE participation for the combined value of the study and final design contracts for this project. MBE/WBE goal **must** be met within the list of requested prime and sub-consultants. All applicants must indicate how they intend to meet these goals and will be evaluated on that basis. Further information about the program appears on pages 6-10. Applications from MBE and WBE firms as prime consultant are encouraged.

- N.B.1: This contract will be a “house doctor” contract. Multiple projects of the type described in the General Scope of Work may be assigned, and fee increments approved, up to the total value of the advertised lump sum fee.
- N.B.2: The Awarding Authority may award up to three (3) contracts to qualified designers under this contract.

**APPROPRIATION LANGUAGE:**

N/A

**GENERAL SCOPE OF WORK:**

The Military Division has 40 armories located throughout the Commonwealth. Eleven of these buildings were constructed prior to 1920; the remainder were constructed between 1950 and 1960.

Scope of work will include masonry repairs, roof repairs, building envelope repairs and window replacement, HVAC, plumbing and electrical system upgrades and parking lot improvements.

**GENERAL CONDITIONS FOR THIS CONTRACT:**

*Contract*

This contract is limited to projects with an estimated construction cost of \$1,000,000 or less, as per M.G.L. C. 7 §40B, as amended by C. 159 §15 of the Acts of 2000 and §22 of the Acts of 2002. **The designer must prepare studies for all projects under this contract, and all studies must be certified by the DCAM Director of Programming before final design can proceed.** Master plans and studies or designs for new construction may not be performed under this contract.

The applicant agrees to execute *DCAM Form C-2 Contract for Designer's Services*, or its successor, without revisions or modifications.

*Procedures*

The designer will follow the procedures established in DCAM's Designer Procedures Manual dated June 2005 ([http://www.mass.gov/cam/dlforms/DPMD\\_2005\\_06.doc](http://www.mass.gov/cam/dlforms/DPMD_2005_06.doc)). Applicants are urged to review and become familiar with the following supplemental material, which is available on the web at: (<http://www.mass.gov/cam/DSB/index.html>).

*Construction Specifications*

The designer shall utilize the new DCAM Standard Specification provided at the contract signing.

*Universal Design*

In addition to complying 521 CMR, The Rules and Regulations of the Architectural Access Board ([http://www.mass.gov/aab/aab\\_regs.htm](http://www.mass.gov/aab/aab_regs.htm)), the consultant will review ADA Title II (<http://www.usdoj.gov/crt/ada/reg2.html>), and the ADA Accessibility Guidelines (<http://www.access-board.gov/adaag/html/adaag.htm>), to ensure that the proposed design meets the civil right intent of this act. The requirements of these two laws may differ and the consultant must comply with the more stringent. Design solutions will meet the diverse and changing needs of users across age, ability, language, ethnicity and economic circumstance. DCAM welcomes innovative design strategies that are simultaneously equitable, flexible and legible for all and extend beyond minimal compliance with accessibility regulations.

*Cost Estimating*

Cost estimates, cost models, and estimator participation in both the study and the design phases will meet the requirements of the current DCAM *Cost Estimating Manual* and will be submitted in Uniformat II in the study phase and in both Uniformat II to Level 3 and CSI Masterformat in the design phase. The *Cost Estimating Manual* can be found at [http://www.mass.gov/cam/dlforms/CEM\\_Feb06.pdf](http://www.mass.gov/cam/dlforms/CEM_Feb06.pdf), and Uniformat II can be found at <http://www.bfrl.nist.gov/oea/publications/nistirs/6389.pdf>.

**CONDITIONS FOR APPLICATION:**

The applicant's current or updated Master File Brochure must be on file with the Board prior to the date of application. As a condition of application, each applicant, if selected for the new project, agrees to carry professional liability insurance in an amount equal to 10% of the estimated construction cost of this project in accordance the standard designer's contract, i.e., minimum coverage of \$250,000 up to \$1,000,000 depending on the construction cost. The Agency may seek additional coverage for the selected designer, and if so will bear the cost of the additional coverage.

**APPLICATIONS WILL BE EVALUATED BASED ON THE FOLLOWING PRIME AND SUB CONSULTANT PERSONNEL AND EXTENT OF COMPLIANCE WITH MBE/WBE PARTICIPATION GOALS. PLEASE ALSO SEE QUESTION #6 ON DSB APPLICATION 2005.**

- |  |                        |
|--|------------------------|
| 1. <b>Architect</b> (as prime)                           | 5. Electrical Engineer |
| 2. Mechanical Engineer (HVAC, Plumbing, Fire Protection) | 6. Structural Engineer |

If the Applicant plans to fulfill any of the sub-consultant roles, so indicate on the organizational chart. Project Managers for Study and Final Design should be listed separately.

**APPLICATIONS WILL BE EVALUATED BASED UPON THE REQUIREMENTS OF M.G.L. Ch. 7 §38F AND WORK LISTED ON DSB APPLICATION 2005 SECTIONS 8, 9 AND 10 WHICH ILLUSTRATES CURRENT QUALIFICATIONS IN THE FOLLOWING AREAS:**

- |   |  |
|---|--|
| 1. Repair and replacement of a similar range of roofing types             | 4. Energy efficient window system upgrades                           |
| 2. Energy efficient HVAC upgrades for buildings of a similar type and age | 5. Exterior envelope repairs for buildings of a similar type and age |

### **APPLICANTS PLEASE NOTE**

A copy of the most current Application Form and Instructions - **DSB 2005 Application Form** is included with this Notice, and is available for download at [http://www.mass.gov/cam/forms/fi\\_dselectboard.html](http://www.mass.gov/cam/forms/fi_dselectboard.html).

Only complete applications submitted on the **DSB2005 Application Form** will be considered by the Designer Selection Board. Applications that are incomplete or submitted on a form other than **DSB2005**, may be rejected as non-compliant and not be considered by the Board.

Applications received at the DSB Office after the advertised deadline will not be considered.